

**ROUTING AND TRANSMITTAL SLIP**

Date

18 APR 1983

TO: (Name, office symbol, room number, building, Agency/Post)

Initials

Date

31. A/ODP

18 APR 1983

6

52. LKO

GD

18 APR

54. DD

91

18 Apr

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

**REMARKS**

copies to Policy Board & C/As

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

7D-18 Hqs.

EO/DDA

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)

Prescribed by GSA  
FPMR (41 CFR) 101-11.206

☆ GPO : 1981 O - 361-529 (148)

**EXECUTIVE SECRETARIAT****Routing Slip**

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA		✓		
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/EEO				
14	D/Pers.				
15	D/OEA				
16	C/PAD/OEA				
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
20					
21					
22					

SUSPENSE

Date

Remarks:

Executive Secretary

4/18/83

Date

3637 (10-81)

THE WHITE HOUSE

WASHINGTON

ODP # 83-564

Executive Registry

83-1447

## CABINET AFFAIRS STAFFING MEMORANDUM

DD/A Registry

83-0093/7

DATE: April 14, 1983

NUMBER: \_\_\_\_\_

DUE BY: \_\_\_\_\_

SUBJECT: Cabinet Council on Management and Administration - Minutes 3/18/83

	ACTION	FYI		ACTION	FYI
ALL CABINET MEMBERS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Baker	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vice President	<input type="checkbox"/>	<input type="checkbox"/>	Deaver	<input type="checkbox"/>	<input type="checkbox"/>
State	<input type="checkbox"/>	<input type="checkbox"/>	Clark	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Treasury	<input type="checkbox"/>	<input type="checkbox"/>	Darman (For WH Staffing)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Defense	<input type="checkbox"/>	<input type="checkbox"/>	Harper	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Attorney General	<input type="checkbox"/>	<input type="checkbox"/>	Jenkins	<input type="checkbox"/>	<input type="checkbox"/>
Interior	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Commerce	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Labor	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
HHS	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
HUD	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Energy	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Education	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Counsellor	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
OMB	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
CIA	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
UN	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
USTR	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
CEA	<input type="checkbox"/>	<input type="checkbox"/>	CCCT/Gunn	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CEQ	<input type="checkbox"/>	<input type="checkbox"/>	CCEA/Porter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OSTP	<input type="checkbox"/>	<input type="checkbox"/>	CCFA/Boggs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
GSA - Carmen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CCHR/Carleson	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OPM - Devine	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CCLP/Uhlmann	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ACUS - Smith		<input checked="" type="checkbox"/>	CCMA/Bledsoe	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			CCNRE/Boggs	<input type="checkbox"/>	<input type="checkbox"/>

REMARKS: Attached are minutes of the Cabinet Council on Management and Administration meeting of March 18, 1983.

RETURN TO:

☐ Craig L. Fuller  
Assistant to the President  
for Cabinet Affairs  
456-2823

☒ Becky Norton Dunlop  
Director, Office of  
Cabinet Affairs  
456-2800

DCI  
EXEC  
REG

CABINET COUNCIL ON MANAGEMENT AND ADMINISTRATION

Meeting #9  
March 18, 1983, 4:00 p.m.  
Roosevelt Room

MINUTES

Attendees: Meese, Heckler, Carmen, Devine, Hesse, Triplett, Smith, Wright, Bledsoe, DeLauer, Jenkins, Cribb, Dunlop, Steinberg, Korten, Kline, Walters, Platt, Risque

1. Federal Field Structure Working Group

Mr. Meese explained the purpose and scope of this recently formed group, which is to perform a 60-day, government-wide study with the objective of identifying ways to reduce personnel, cut costs and improve delivery of services by streamlining Federal field organizations. Particular attention will be given to functions made unnecessary by block grants and deregulation. Mr. Carmen is Chairman.

Mr. Trent noted the political difficulties in making major changes in the field, citing the recent FAA regional reorganization effort as an example. Mr. Meese said the study should take such problems into consideration, but not let them unduly influence the working group's efforts.

Action: Mr. Carmen and the working group will proceed with the study and provide the Council with periodic updates on progress.

2. Work Space Management Initiative

Mr. Carmen updated the Council on the status of the work space initiative explaining that both a regional and programmatic approach are being taken. The effort is focusing on two segments -- GSA-controlled space and government-wide space.

Mr. Meese acknowledged that this effort is large and complex, but very important. He agreed with Mr. DeLauer that much DOD-controlled space is exempted by legislation, but that GSA should monitor DOD progress along the same lines as the overall effort.

Action: Mr. Carmen anticipates the Executive Order on government-wide real property reform to be issued on April 1, 1983, and a report to CCMA should be ready by September 30. GSA's report to CCMA on GSA-controlled space should be ready May 30, 1983.

3. Reform 88 Quarterly Report

Mr. Wright reported that the Reform 88 task force has now been incorporated into the management organization of OMB. He briefed the Council on the results of the first quarter of FY 1983, pointing out that much progress has been made.

Mr. Wright said the debt collection centers should be in place by the end of the year and that the system for evaluating credit worthiness

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could also be in place by that time if more outside assistance can be provided.

Mr. Wright stated a top-level management information system will eventually be developed in each agency that will then feed into the EOP MIS. Mr. Bledsoe reported that the efforts of the CCMA Executive Information Working Group are being folded into this system.

Mr. Meese expressed satisfaction with the progress to date. Mr. Steinberg noted that the system will produce the first comprehensive look at government-wide management data.

Action: Mr. Wright noted that further improvements in reliability and completeness of data are underway and asked that any transmittal to the President await the next quarterly report.

#### 4. Federal Civilian Employment

Mr. Devine presented charts to indicate that the outlook is not good for meeting the President's reduction goal of 75,000 FTE work years by FY 1984. He pointed out that the personnel increases in the 1983 budget are incompatible with meeting the goal unless further action is taken, and that OMB's projected lapse rate for 1983 seemed optimistic.

Mr. Wright noted that reliance on the lapse rate is not ideal, but direct action to reduce ceilings would run counter to the negotiated 1983 budget and could seriously interfere with progress on the 1984 budget process now getting underway.

Action: It was agreed that action would be tabled pending further discussion between Messrs. Wright and Devine. Later, they agreed that the lapse rate should be informally allocated by agency and monitored very closely over the next few months to determine whether specific, budget-related actions would be necessary.

#### 5. Procurement Reform

Three basic options concerning the Office of Federal Procurement Policy (OFPP) were discussed:

1. Reauthorize OFPP in its present form;
2. Authorize OMB to carry out OFPP functions (preferred option); and
3. Do not seek reauthorization.

Mr. Wright reported that Congressmen Brooks and Horton were determined to reauthorize OFPP, and that they may include additional OFPP authorities in the process.

Messrs. DeLauer and Carmen stated that their agencies objected to such a form of congressional authority over this Executive Branch function.

Action: Brooks and Horton and seek to persuade them of Option 2; if agreement cannot be reached, the Administration will submit legislation to reauthorize OFPP in its present form.